

Division for the Visually Impaired  
Business Enterprise Program (BEP)  
Blind Vendors Committee (BVC) Meeting Minutes  
DVI Conference Room #203  
1901 N. DuPont Hwy., Biggs Bldg.  
New Castle, DE 19720  
March 28, 2019

**Roll Call:** Wayne Marsh, Blind Vendors Committee Chairman; Anthony Paolini, Blind Vendors Committee Member; Andy Kloefer, Division for the Visually Impaired; Romy Mikhail, Division for the Visually Impaired; Bill DeGraffenreid, Division for the Visually Impaired; Debra Mills-Joe, Division for the Visually Impaired; Mark Ridenour, Division for the Visually Impaired; Rob Schmidlkofer, Business Enterprise Program Director; Elisha Jenkins, Division for the Visually Impaired; Gary Pizzolo, Co-Chairman Blind Vendors Committee; Jill Morrison, Division for the Visually Impaired; Mike Dunlop, Blind Vendors Committee Member; and Thomas Newcomb, Blind Vendor Committee Member.

The Meeting was called to order by Wayne Marsh at 10:05 A.M.

**Rules of Engagement:** The Rules of Engagement were reviewed by Rob Schmidlkofer.

**Approval of Minutes:** The minutes from the February 28, 2019 BVC meeting were reviewed. Anthony Paolini made a motion to approve the February meeting minutes. Gary Pizzolo seconded the motion. The minutes were approved.

**BVC Elections:** The election for the Blind Vendors Committee were held. Voters were Wayne Marsh, Anthony Paolini, Gary Pizzolo, Mike Dunlop, and Thomas Newcomb. All elections were unanimous and is as follows:

- Wayne Marsh was nominated by Anthony Paolini for Committee Chairman and Gary Pizzolo seconded.

- Gary Pizzolo was nominated for Co-Chairman by Anthony Paolini and seconded by Wayne Marsh.

- Anthony Paolini was nominated for Committee Member by Wayne Marsh and seconded by Mike Dunlop.

- Alternative Members are Thomas Newcomb and Mike Dunlop.

**Old Business:**

**Program Finances**

The profit & loss statements from December 2018 and January 2019 's report are still not resolved due to a delayed Del Tech reconciliation issue.

Discussions on the use of QuickBooks will be tabled until the next meeting. Mark Ridenour has agreed to research the interest rate for the money market account and the interest rates for saving accounts. This information will be provided at the April 25, 2019 meeting.

**Delaware Code 9606 Status:** A discussion on Delaware Code 9606 will be tabled for a future meeting.

### **New Business:**

#### **Director's Update**

On April 2, 2019, the Division will present to the Joint Legislative Oversight Sunset Committee at Legislative Hall in Dover. Historically, the Sunset Committee will make recommendation by the end of June.

A healthy vending comparison was conducted on vending machine purchases from February 2018 compared to February 2019. In February 2019, there were 60 more vending purchases than during the same time in 2018, which is overall a 1% increase.

Only one proposal for a food truck on campus was submitted. With the Blind Vendors Committee agreement, the decision was made to rebid. The Request for Proposal will be re-listed on April 15, 2019 with the bid opening on June 3, 2019 with the contract awarded on June 17, 2019.

- ❖ The 2020 federal fiscal year budget proposal includes a reduction in funding for the Vocational Rehabilitation, Independent Living and other programs Stares will no longer receive supported employment grants.
- ❖ The Independent Living Services is analyzing its workshops to effectively schedule future workshops.
- ❖ DVI is organizing a Healthy Vision Family Night at the Delaware Children's Museum on April 17, 2019.
- ❖ Debbie Talley circulated a survey for a culinary arts program that is being launched on campus to gauge DHSS employee's interest in patronizing.

**Upward Mobility:** Training for the Blind Vendors will be August 7-9, 2019 with location to be arranged. Rob Schmidlkofer suggested a training on April 25, 2019 in place of a meeting.

**Policies Update:** There are no policy updates.

**Public Comment:** There were no public comments

**Adjournment:** The meeting was adjourned at 11:05 A.M.

*Respectfully submitted by Debra Mills-Joe  
Administrative Specialist I  
Division for the Visually Impaired*

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